



July 28, 2021

Steve Puleo, Town Planner
Town of Windham
8 School Road
Windham, ME 04062

**Re: Sketch Subdivision Plan and Site Plan Applications
Vintage Drive Subdivision
PTG Properties Inc - Applicant**

Dear Steve:

On behalf of PTG Properties Inc we have prepared the enclosed application and plan for Sketch Plan Review of a proposed amendment to the Vintage Drive Subdivision that was approved by the Windham Planning Board in 2020. The enclosed plans show a minor revision to the location of Vintage Drive and proposed lot lines for the 4 proposed lots. Lots 3 and 4 are proposed to be developed with multi-unit residential dwellings for a total of 30 dwelling units. There is no proposed use for Lots 1 and 2 at this time.

The existing site contains two residential buildings and multiple garage structures. The site is generally flat and the trees have been cut on most of the property. The site is bordered by residential buildings to the rear, a vacant lot to the south that has been approved by the Town for a residential development, and commercial use to the north.

Future applications will include a traffic study and design of utilities. We do not anticipate that a market study will be required. To our knowledge there are no existing easements on the property. The project will require a Stormwater Permit from the Maine DEP. We are currently in the process of evaluating traffic impacts for the proposed development and designing wastewater and stormwater infrastructure improvements. We would like an opportunity to receive feedback from the Planning Office and Planning Board on the overall layout and use so that we may incorporate those suggestions into our design plans.

Upon your review of this information, please let us know if you have any questions or require any additional information.

Sincerely,

DM ROMA CONSULTING ENGINEERS

Dustin Roma

Dustin M. Roma, P.E.
President

Sketch Plan - Minor & Major Subdivision

Project Name: VINTAGE DRIVE SUBDIVISION

Tax Map: 52 **Lot:** 24

Number of lots/dwelling units: 30 DWELLINGS **Estimated road length:** 550 FT

Is the total disturbance proposed > 1 acre? **Yes** **No**

Contact Information

1. Applicant

Name: PTG PROPERTIES, INC.

Mailing Address: 75 LOCKLAND DRIVE, WINDHAM, ME 04062

Telephone: 650 - 8909 Fax: _____ E-mail: TAMMY@PTGPROPERTIES.COM

2. Record owner of property

X (Check here if same as applicant)

Name: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

3. Contact Person/Agent (if completed and signed by applicant's agent, provide written documentation of authority to act on behalf of applicant)

Name: DUSTIN ROMA

Company Name: DM ROMA CONSULTING ENGINEERS

Mailing Address: PO BOX 1116, WINDHAM, ME 04062

Telephone: 310 - 0506 Fax: _____ E-mail: DUSTIN@DMROMA.COM

I certify all the information in this application form and accompanying materials is true and accurate to the best of my knowledge.

Dustin Roma

Signature

7-19-2021

Date

Sketch Plan - Minor & Major Subdivisions: Submission Requirements		Applicant	Staff
a.	Complete Sketch Plan Application form	X	
b.	Project Narrative		
	conditions of the site	X	
	number of lots	X	
	constraints/opportunities of site	X	
	Outline any of the following studies that will be completed at a future stage:		
	traffic study		
	utility study		
	market study		
c.	Name, address, phone for record owner and applicant	X	
d.	Names and addresses of all consultants working on the project	X	
e.	Evidence of right, title, or interest in the property	X	
f.	Evidence of payment of Sketch Plan fees and escrow deposit	X	
g.	Any anticipated waiver requests (Section 908)		
	Waivers from Submission Criteria. Will the applicant be requesting waivers from the "Submission information for which a Waiver May be Granted"?		
	If yes, submit letter with the waivers being requested, along with reasons for each waiver request.		
	Waivers from Subdivision Performance Standards. Will the applicant be requesting waivers from any of the performance and design standards detailed in Section 911 of the Land Use Ordinance?		
	If yes, submit letter with the waivers being requested, along with a completed "Performance and Design Standards Waiver Request" form.		
h.	Copy of portion of the USGS topographic map of the area, showing the boundaries of the proposed subdivision.		
i.	Copy of that portion of the Cumberland County Medium Intensity Soil Survey covering the proposed subdivision, showing the boundaries of the proposed subdivision.	X	
	Submit initialed form regarding additional fees, from applicant intro packet		
j. Plan Requirements			
1	Name of subdivision, north arrow, date and scale	X	
2	Boundary and lot lines of the subdivision	X	
3	Approximate location, width, and purpose of easements or restrictions	X	
4	Streets on and adjacent to the tract.	X	
5	Approximate location and size of existing utilities on and adjacent to the tract, including utility poles and hydrants (if none, so state).	X	
6	Existing buildings, structures, or other improvements on the site	X	
7	Major natural features of the site, approximated by the applicant including wetlands, streams and ponds, floodplains, groundwater aquifers, treelines, significant wildlife habitat and fisheries, and any other important features.	X	
Electronic Submission		X	

Sketch Plan - Minor & Major Site Plan

Project Name: VINTAGE DRIVE SUBDIVISION

Tax Map: 52 **Lot:** 24

Estimated square footage of building(s): 19,500 SF

If no buildings proposed, estimated square footage of total development: _____

Is the total disturbance proposed > 1 acre? **Yes** **No**

Contact Information

1. Applicant

Name: PTG PROPERTIES, INC.

Mailing Address: 75 LOCKLAND DRIVE, WINDHAM, ME 04062

Telephone: 650 - 8909 **Fax:** _____ **E-mail:** TAMMY@PTGPROPERTIES.COM

2. Record owner of property

(Check here if same as applicant)

Name: _____

Mailing Address: _____

Telephone: _____ **Fax:** _____ **E-mail:** _____

3. Contact Person/Agent (if completed and signed by applicant's agent, provide written documentation of authority to act on behalf of applicant)

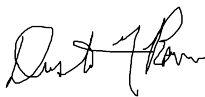
Name: DUSTIN ROMA

Company Name: DM ROMA CONSULTING ENGINEERS

Mailing Address: PO BOX 1116, WINDHAM, ME 04062

Telephone: 207 - 310 - 0506 **Fax:** _____ **E-mail:** DUSTIN@DMROMA.COM

I certify all the information in this application form and accompanying materials is true and accurate to the best of my knowledge.



7-28-2021

Signature

Date

Sketch Plan - Minor & Major Site Plan: Submission Requirements		Applicant	Staff
a.	Complete Sketch Plan Application form	X	
b.	Project Narrative	X	X
	conditions of the site	X	
	proposed use	X	
	constraints/opportunities of site	X	
	identify if any of the following will be completed as part of the Final Plan	X	X
	traffic study	YES	
	utility study	YES	
	market study	NO	
c.	Name, address, phone for record owner and applicant	X	
d.	Names and addresses of all consultants working on the project	X	
e.	Evidence of right, title, or interest in the property	X	
f.	Evidence of payment of Sketch Plan fees and escrow deposit	X	
g.	Any anticipated waiver requests (Section 808)	X	X
	Waivers from Submission Criteria in Section 811 of the Land Use Ordinance.	NONE	
	If yes, submit letter with the waivers being requested, along with reasons for each waiver request.		
	Waivers from Subdivision Performance Standards in Section 812 of the Land Use Ordinance.	NONE	
	If yes, submit letter with the waivers being requested, along with a completed "Performance and Design Standards Waiver Request" form.		
h.	Plan Requirements		
	Please note: the Sketch Plan does not need to be surveyed. However, if it is surveyed, please refer to the GIS requirements for Final Plan review. It may be in the applicant's interest to obtain the required GIS data while the surveyor is on site.	X	
1	Name of subdivision, north arrow, date and scale (not more than 100 ft: 1in)	X	
2	Boundary of the parcel	X	
3	Relationship of the site to the surrounding area	X	
4	Topography of the site at an appropriate contour interval (10' contours generally adequate)	X	
5	Approximate size and location of natural features of the site, including wetlands, streams, ponds, floodplains, groundwater aquifers, significant wildlife habitats and fisheries, or other important natural features. If none, so state.	X	
6	Existing buildings, structures, or other improvements on the site	X	
7	Existing restrictions or easements on the site. If none, so state.	X	
8	Approximate location and size of existing utilities or improvements servicing the site. If none, so state.	X	
9	Class D medium intensity soil survey	X	
10	Location and size of proposed building, structures, access drives, parking areas, and other development features.	X	
Electronic Submission		X	

July 28, 2021

Re: Vintage Drive project, Windham

I am the owner of a property located on Roosevelt Trail in Windham more particularly described as Lot 24 on the Town of Windham Tax Map 52. I have retained the services of DM Roma Consulting Engineers to act as authorized agent to apply for land use permits associated with development of this land.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Gilman', with a long horizontal flourish extending to the right.

Peter Gilman
PTG Properties, Inc.



VICINITY MAP

VINTAGE DRIVE DEVELOPMENT
WINDHAM, MAINE

FOR:
PTG PROPERTIES, INC.

SCALE: 1"=2000'
DATE: 7-28-2021
JOB NUMBER: 19046

DM ROMA

CONSULTING ENGINEERS

PO BOX 1116
WINDHAM, ME 04062
(207) 310 - 0506

MAINE REAL ESTATE TAX PAID

Warranty Deed

Statutory Short Forms Deeds Act ~ 33 M.R.S.A. § 761 et seq.

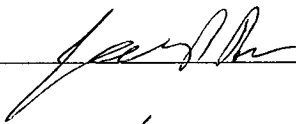
Gary A. Pitt, Sr. and Brenda S. Pitt, of the Town of Windham, County of Cumberland and State of Maine, with a mailing address of 626 Roosevelt Trail, Windham, Maine 04062, for One Dollar and other valuable consideration paid by **P.T.G. Properties, Inc.**, a duly formed and organized Maine corporation having a business address of 75 Lockland Drive, Windham, ME 04062, do hereby sell, grant, and convey unto the said **P.T.G Properties, Inc.**, its successors and assigns forever, the real property located in Windham, Cumberland County, Maine, bounded and described in Exhibit A attached hereto and incorporated herein by reference.

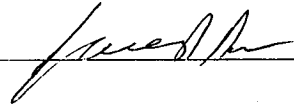
The deed preparer makes no certification as to record marketable title, a title search not having been made attendant to the preparation of this deed.

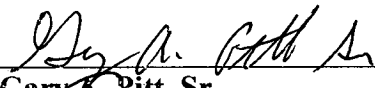
Being the same premises conveyed by Gary A. Pitt, Sr. to Gary A. Pitt, Sr. and Brenda S. Pitt dated July 17, 2019 and recorded in the Cumberland County Registry of Deeds in Book 35811, Page 117.

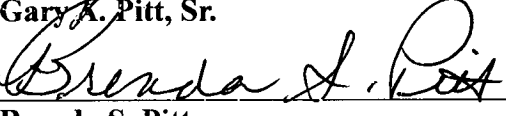
Witness our hands and seals this date: August 30, 2019.

*Signed, Sealed & Delivered
In Presence of*







Gary A. Pitt, Sr.


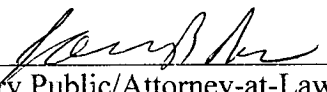
Brenda S. Pitt

State of Maine
Cumberland, ss.

Date: August 30, 2019

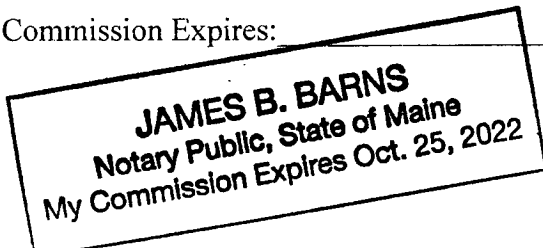
Then personally appeared the above-named Gary A. Pitt, Sr. and Brenda S. Pitt and acknowledged the foregoing instrument as their free act and deed.

Before me,



Notary Public/Attorney-at-Law

My Commission Expires: _____



Printed Name

Exhibit A

A certain lot or parcel of land with the buildings thereon situated in the Town of Windham on the westerly side of the Roosevelt Trail, so-called, bounded and described as follows:

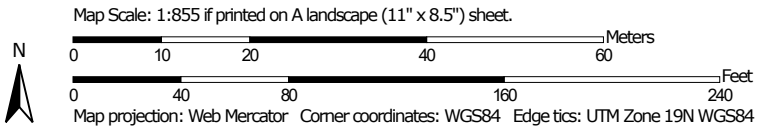
Beginning at a point on the westerly side of said Roosevelt Trail at the most southerly corner of land of Leo L. Chavarie; thence South 12°30' West three hundred (300) feet to a point; thence North 77°30' West to land of Kenneth Conley; thence northeasterly by said Conley land to land of said Chavarie; thence South 76°38' East by said Chavarie land to the Roosevelt Trail and the point of beginning.

Excepting and reserving from this parcel a certain lot or parcel of land together with any buildings thereon as described in Warranty Deed of Ronald A. Pitt and Goldie M. Pitt to Harry V. Pitt and Caroline L. Pitt dated May 25, 1955 and recorded in Cumberland County Registry of Deeds in Book 2231, Page 92.

This conveyance is made subject to municipal zoning and land use ordinances, utility easements of record, and real estate taxes payable to the Municipality of Windham, Maine for the current fiscal year.

Received
Recorded Register of Deeds
Sep 03, 2019 10:03:49A
Cumberland County
Nancy A. Lane

Soil Map—Cumberland County and Part of Oxford County, Maine



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Cumberland County and Part of Oxford County, Maine

Survey Area Data: Version 16, Sep 16, 2019

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 7, 2019—Jul 2, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
HIB	Hinckley loamy sand, 3 to 8 percent slopes	3.4	100.0%
Totals for Area of Interest		3.4	100.0%

Cumberland County and Part of Oxford County, Maine

HIB—Hinckley loamy sand, 3 to 8 percent slopes

Map Unit Setting

National map unit symbol: 2svm8

Elevation: 0 to 1,430 feet

Mean annual precipitation: 36 to 53 inches

Mean annual air temperature: 39 to 55 degrees F

Frost-free period: 140 to 250 days

Farmland classification: Farmland of statewide importance

Map Unit Composition

Hinckley and similar soils: 85 percent

Minor components: 15 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Hinckley

Setting

Landform: Outwash plains, eskers, moraines, kame terraces, kames, outwash terraces, outwash deltas

Landform position (two-dimensional): Summit, shoulder, backslope, footslope

Landform position (three-dimensional): Nose slope, side slope, base slope, crest, tread, riser

Down-slope shape: Linear, convex, concave

Across-slope shape: Convex, linear, concave

Parent material: Sandy and gravelly glaciofluvial deposits derived from gneiss and/or granite and/or schist

Typical profile

Oe - 0 to 1 inches: moderately decomposed plant material

A - 1 to 8 inches: loamy sand

Bw1 - 8 to 11 inches: gravelly loamy sand

Bw2 - 11 to 16 inches: gravelly loamy sand

BC - 16 to 19 inches: very gravelly loamy sand

C - 19 to 65 inches: very gravelly sand

Properties and qualities

Slope: 3 to 8 percent

Depth to restrictive feature: More than 80 inches

Natural drainage class: Excessively drained

Runoff class: Very low

Capacity of the most limiting layer to transmit water (Ksat):

Moderately high to very high (1.42 to 99.90 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Salinity, maximum in profile: Nonsaline (0.0 to 1.9 mmhos/cm)

Available water storage in profile: Very low (about 3.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 3s

Hydrologic Soil Group: A

Hydric soil rating: No

Minor Components

Windsor

Percent of map unit: 8 percent

Landform: Kame terraces, outwash plains, kames, eskers, moraines, outwash terraces, outwash deltas

Landform position (two-dimensional): Summit, shoulder, backslope, footslope

Landform position (three-dimensional): Nose slope, side slope, base slope, crest, tread, riser

Down-slope shape: Linear, convex, concave

Across-slope shape: Convex, linear, concave

Hydric soil rating: No

Sudbury

Percent of map unit: 5 percent

Landform: Kame terraces, outwash plains, moraines, outwash terraces, outwash deltas

Landform position (two-dimensional): Backslope, footslope

Landform position (three-dimensional): Side slope, base slope, head slope, tread

Down-slope shape: Concave, linear

Across-slope shape: Linear, concave

Hydric soil rating: No

Agawam

Percent of map unit: 2 percent

Landform: Kame terraces, outwash plains, kames, eskers, moraines, outwash terraces, outwash deltas

Landform position (two-dimensional): Summit, shoulder, backslope, footslope

Landform position (three-dimensional): Nose slope, side slope, base slope, crest, tread, riser

Down-slope shape: Convex, concave, linear

Across-slope shape: Concave, linear, convex

Hydric soil rating: No

Data Source Information

Soil Survey Area: Cumberland County and Part of Oxford County, Maine

Survey Area Data: Version 16, Sep 16, 2019